

# BULLHORN® TRAINING SERVICES

## Bullhorn360® Advanced Training

### Overview

Bullhorn Training Services are designed for users to quickly become proficient in Bullhorn, thus increasing placements and job orders, and maximizing your investment. Training sessions are offered via blended learning solutions, by combining classroom-based courses, phone-based courses and self-paced training.

The Bullhorn360 Advanced Training course is a private session with a trainer whom will assist in creating reports utilizing the client's database. This course is best utilized when the client has reports in mind that they would like to create.

### Who Should Attend

This course is designed for BH Admins and Business Analysts, who have already attended the basic 360 training course and would like a more in depth session within the client's database. This course is not designed for users who will be limited to simply running reports.

### Course Objectives

By the end of this course participants will be able to:

- Re-create current reports the organization is utilizing in other formats
- Create new standard and advanced reports that include graphs and charts

### Pre-Requisites

Participants must complete the Bullhorn360 Basic training and Bullhorn Administrative Training. In addition, participants should have a strong understanding of the industry and their company goals in order to utilize Bullhorn360.

### Course Format

Bullhorn360 Advanced Training is a private class format. Prior to the class, a Bullhorn Trainer will review the types of reports the client would like to create.

The Trainer conducts the course via conference line and a web session, whereby attendees can see the Trainer's screen. The trainer will hand over web controls while an attendee creates a report with the guidance of a trainer. The Trainer will log into individual clients' systems, and answer system specific questions.

This class is limited to 5 participants, and is an approximately 2 hour-long session.

### For Additional Information

Please send an email to [professionalservices@bullhorn.com](mailto:professionalservices@bullhorn.com)